

Lemanu Peleti Mauga
Governor

Talauega E. Ale
Lieutenant Governor



Lynn Pulou-Alaimalo
Director

Max Tuitele
Acting Director

Faagau Steve Lefiti
Deputy Director
WIOA

**AMERICAN SAMOA GOVERNMENT
DEPARTMENT OF HUMAN RESOURCES
PAGO PAGO, AMERICAN SAMOA 96799**

JOB ANNOUNCEMENT

Job Title: Statistical Analyst	Posting Date: March 30, 2022	Serial No.: 114-22
Department/Division: Commerce/ Statistics & Analysis	Closing Date: April 20, 2022	Announcement No.: 043-22
Type of Position: Permanent Appointment	Posting Type: Employment Opportunity/ Open to the Public	Pay Grade and Salary Range: GS-12/\$17,673 - \$43,023p.a.

General Description: As mandated by Title 13 Chapter 21 of the American Samoa Code Annotated, the Statistics Division is responsible for 1 collection and providing information required by the American Samoa Government and its subdivisions for policymaking, program planning, and implementation; and (2) effectively coordinates all phases of statistical activities in American Samoa. This position reports directly to the Assistant Chief of Statistics.

Key Duties and Responsibilities:

- Lead person on the analysis of economic statistics for the production of official statistics as stipulated in the 2003 Statistical of American Samoa
- Cost and Pricing Statistics-lead person on the analysis of the Quarterly Consumer Price Index (CPI) and assist with quality assurance of outlets price collection, and synchronizing quarterly price quotations for the next data collection cycle
- Lead person on the analysis of the Monthly Basic Food Index (BFI) and assist with quality assurance of outlets price collection
- Lead person on the collection and analysis of Cruise Ship Vendor surveys and passenger manifest for economic interpretations of tourism source markets
- Prepare CPI and BFI press release and the quarterly CPI Newsletter
- Assist with Gross Domestic Product data requirements and update electronic collection systems for submission to federal partners
- Create forms and templates on various economic data analysis projects in relation to the National Income and Product Accounts System (NIPA)
- Assist with field enumeration of censuses and surveys and data mining exercises
- Assist with the collection of statistical data for the production of the American Samoa Statistical Yearbook series
- Conduct manual editing and coding of raw economic data using standard editing and coding procedures prepared for specific survey programs
- Perform computer data entry and prepare table outlines, charts, and graphs

This is an Equal Employment Opportunity Employer

Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799
Ph: (684) 633-4485 / Email: hr@americansamoa.gov / Fax: (684) 633-1139

"Here To Serve"

- Develop and implement simple statistical computations to assist data analysis
- Assist in the preparation of questionnaire forms for the collection statistical data
- Answer statistical inquiries from the general public and international agencies, initiate correspondence incidental to assigned duties
- Perform other job-related duties as assigned by the Assistant Chief or Chief of Statistics

Knowledge, Skills and Ability:

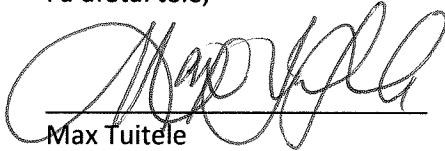
- Must be able to understand or have knowledge of MS Window Office; Work processing, PowerPoint, Excel spreadsheet etc.
- Completion of the Pacific Community Course on Statistical Operational and Procedures is a favorable consideration for academic requirement

Academic and Experience Requirements:

- Applicant must have a master's degree from an accredited university plus 1 year of work-related experience OR bachelor's degree plus 3 years and 1 year of supervisory capacity
- Years of progressively responsible working experience may be substituted for portion of the academic requirement.
- Salary will be adjusted according to experience.

Complete information concerning this vacancy may be obtained from the Personnel Division of the Department of Human Resources, or please contact the Recruitment unit at 633-4485/633-4000.

Fa'afetai tele,



Max Tuitele

Acting Director, Department of Human Resources